

### **Award Requirements and Eligibility:**

- **The application, proposal, and faculty mentor letter of recommendation must all be submitted electronically and received by 11:59pm on Friday November 20, 2020. Please email all documentation to [urop@wayne.edu](mailto:urop@wayne.edu).**
- All applicants must be undergraduate students enrolled at least half time and in good academic standing.
- Students expecting to graduate in May 2021 are eligible for a partial award.
- Students may submit only one proposal per award period, and are limited to two Undergraduate Research and Creative Project Awards during their academic career.
- The proposal must be written by the student.
- Students must submit a final report by August 31, 2021. Students must also agree to attend a session to talk about their UROP experiences with other undergraduate students and present at Warrior Scholars: The Wayne State University Conference for Undergraduate Research and Creative Work.
- If a proposal is chosen for UROP funding, documentation confirming that the student has been authorized by the Department, College, and OVPR to work in a laboratory or with human subjects will be required prior to the distribution of funds, if applicable.

### **Award Information:**

- Student award of up to \$2,300 is typically applied directly to the applicants student account with an initial award of \$1,800 and a final award of \$500 after all award requirements have been completed.
- Faculty Mentor Award of \$750 is deposited directly into a departmental general fund account.

### **Financial Aid Recipients:**

UROP awards are considered a source of student financial aid and become part of your financial aid package. If you owe a balance to Wayne State University, the award will be applied to the balance and any remaining funds will be given to you in the form of a refund. In some cases, a UROP award may affect your eligibility for federal financial aid, and other awards/loans may be reduced to make room for the UROP award in your overall aid package. The Office of Student Financial Aid will review the impact of the UROP award on your aid package and will contact you directly for more information if your existing awards or loans would be impacted. Review of additional information often results in reducing or eliminating the impact of the UROP award.

## **PROPOSAL INSTRUCTIONS**

**Narrative Sections:** Visit [https://urop.wayne.edu/files/updated\\_rubric\\_for\\_evaluation\\_of\\_proposals\\_9-9-2013.pdf](https://urop.wayne.edu/files/updated_rubric_for_evaluation_of_proposals_9-9-2013.pdf) to view the rubric which will be used to evaluate the proposals. The proposal must be written by the student, reviewed and endorsed by the faculty mentor, and include proper citation for any sources referenced. In addition, the proposal must be 2-4 pages in length and contain the following headings:

### **For Creative Projects:**

- Project Goal (What new outcome will this project generate?)
- Project Description (Describe how this project will be developed and evaluated. Describe how the material developed will be presented: report, paper, performance, exhibition, etc.)

### **For Research Projects:**

- Research Problem (What central question, issue, or need does this project address?)
- Project Description (Describe project hypothesis and **research methods** in sufficient detail that the reviewer can evaluate the project's feasibility and academic validity. Describe how the research results will be presented: report, paper, exhibition, etc.)

### **For All Projects:**

- Student's responsibilities
- Faculty Sponsor's responsibilities
- Duration of Project (Include projected date of completion)
- Budget (Should include details of how the award money will be used and should total \$2,300. All supplies which will be purchased by the student should be included. A salary to the student is an acceptable budget item. Do not include supplies provided by the faculty mentor or equipment which will remain in a lab after your project is completed.)
- Additional headings depending on project type.



**Student Information:**

Name: \_\_\_\_\_ Banner ID#: 00 \_\_\_\_\_ Access ID#: \_\_\_\_\_

Department in which you propose to conduct Research: \_\_\_\_\_

Research Category (check one)

\_\_\_\_\_ Arts & Humanities      \_\_\_\_\_ Behavioral & Social Sciences      \_\_\_\_\_ Life Sciences

\_\_\_\_\_ Physical Sciences      \_\_\_\_\_ Engineering

Phone: \_\_\_\_\_ Expected Graduation Date: \_\_\_\_\_

By initialing in this box, I certify that I am not being financially supported for this research or project from any other source.

**Title of Proposed Project:** \_\_\_\_\_

Is this a group project (yes or no)? \_\_\_\_\_

If yes, each student should submit their own application along with the common group proposal.

**Faculty Mentor Information:**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Department: \_\_\_\_\_ Campus Address: \_\_\_\_\_

Email: \_\_\_\_\_

**Department Fund Manager Info (may be an AA, a business manager, or whomever “handles” the money):**

Fund Manager’s Name: \_\_\_\_\_ Title: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Fund Index for Faculty Award Deposit (index should start with a 1 or 2 but **NOT BE AN ICR ACCOUNT NOR A START-UP ACCOUNT**): \_\_\_\_\_

Department general account rules will govern how funds may be accessed, transferred, and used to cover research expenses and needs as well as the deadline by which funds must be exhausted.



I verify that I meet the Wayne State University Undergraduate Research and Creative Projects eligibility requirements and I accept the award requirements. I also confirm I have written the attached proposal and understand all funds awarded are considered part of my financial aid package.

**Student:** \_\_\_\_\_  
Signature Date

I have reviewed the student’s application and proposal and attest that it was written by the student. I have emailed my letter of recommendation to [urop@wayne.edu](mailto:urop@wayne.edu) and agree, if chosen for funding, to sponsor this project and provide a student assessment at the beginning and end of the project. I also agree to seek the required approval from my Department, College, and the OVPR authorizing the student to work in the lab or with human subjects, if applicable.

**Faculty Mentor:** \_\_\_\_\_  
Signature Date

I agree to assist the faculty mentor with seeking the required approval from my Department, College, and the OVPR authorizing the student to work in the lab or with human subjects, if applicable.

**Department Chair of Faculty Mentor:** \_\_\_\_\_  
Signature Date

The application, proposal, and faculty mentor letter of recommendation must all be submitted electronically and received by 11:59pm on Friday November 20, 2020. Please email all documentation to [urop@wayne.edu](mailto:urop@wayne.edu). Funding decisions will be posted at <http://urop.wayne.edu> by January 20, 2021. Please contact [urop@wayne.edu](mailto:urop@wayne.edu) with any questions.

**FACULTY MENTOR LETTER OF RECOMMENDATION**

Must be submitted by the faculty mentor to UROP via email [urop@wayne.edu](mailto:urop@wayne.edu) and should include the following information:

- Faculty Mentor Name
- Faculty Wayne State University Access ID #: \_\_\_\_\_
- Faculty Department
- Student Name
- Title of Project
- Comments on the following:
  - The student’s ability to carry out the proposed project. Please include any past or present experience supervising this student as a research assistant, in a course, or in a directed study project.
  - The relationship between the student’s project and your own research, scholarly, or creative activities. Describe your role and activities in planning and carrying out the student’s project. Please include a statement about what your interactions with the student will be over the course of the project.
  - Explain how you and the student will each benefit from the project both short term and long term.
  - Address any implications COVID-19 restrictions may have on the ability to begin or complete the project.